

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THIRD LAGUNA HILLS MUTUAL
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

September 19, 2006

The Regular Meeting of the Third Laguna Hills Mutual Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, September 19, 2006 at 9:00 A.M. at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Richard Moos, Mark Schneider, Gunter Vogt, James Matson, Robert Hatch, Ray Gros, Dominic Burrasca, George Arnold, Jim Keysor

Directors Absent: Larry Souza

Others Present: Milt Johns, Patty Fox
Executive Session: Milt Johns, Patty Fox, Cris Trapp

CALL TO ORDER

Director Richard Moos, President of the Corporation, chaired the meeting and stated that it was a regular meeting held pursuant to notice duly given and that a quorum was present. The meeting was called to order at 9:00 A.M.

A moment of silence was held to honor the US Troops serving our country and those placed in harm's way.

PLEDGE OF ALLEGIANCE

Director Bob Hatch led the Membership in the Pledge of Allegiance to the Flag.

ACKNOWLEDGEMENT OF PRESS

Cheryl Walker from the Laguna Woods Globe, and by way of remote cameras, the LWV Channel 6 Camera Crew were acknowledged as present.

APPROVAL OF AGENDA

The Agenda was approved as amended by moving *3181-C Denial of appeal request for lodging reimbursement* from the Maintenance & Construction Committee Consent Calendar to under the Maintenance & Construction Committee Report for action.

APPROVAL OF THE MINUTES

The Minutes of the Special Meeting of June 27, 2006 (Business Plan Version 1), the Special Meeting of July 25, 2006 (Business Plan Version 2), the Special Meeting of August 11, 2006 (Business Plan Version 3), and the Regular Meeting of August 15, 2006 were approved as submitted.

MEMBER COMMENTS

- Barbara Garbowitz (2398-1E) addressed the Board on pipe leaks
- Jerry Sheinblum (3488-C) announced the next CCA Townhall Meeting
- William Dauterman (3181-C) addressed the Board on his request for reimbursement

CHAIRMAN'S REPORT – Richard Moos

President Moos commented on his absence, and updated the membership on the Budget.

GENERAL MANAGER'S REPORT

Mr. Milt Johns updated the Board on a proposal from Standard Pacific Homes to lease the Restaurant Pad to construct a temporary sales office for its San Sebastian Project.

TREASURER'S REPORT

Director Bob Hatch reported on the Treasurer's Report and Resale & Lease Activities.

OLD BUSINESS

Director Mark Schneider made a motion to remove from the table the motion to approve Revised Mutual Alteration Standard Section 4 – *Air Conditioning Units/Heat Pumps*. Director Hatch seconded the motion. The motion carried unanimously,

The reading of the resolution was waived.

By a vote of 8-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 03-06-40

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, the Maintenance & Construction Committee of this Corporation recognizes the need to further amend a portion of the standards with regard to Section 4 *Air Conditioning Units/Heat Pumps*;

NOW THEREFORE BE IT RESOLVED, September 19, 2006, that Mutual Alteration Standard Section 4 – *Air Conditioning Units/Heat Pumps* is hereby amended as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended and Resolution 03-06-09, adopted February 21, 2006 is superseded and cancelled.

September 19, 2006

Director Hatch made a motion to remove from the table the motion to approve Revised Mutual Alteration Standard *34 Windows and Window Attachments*. The motion was seconded and carried unanimously.

The reading of the resolution was waived.

By a vote of 8-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 03-06-41

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, the Maintenance & Construction Committee of this Corporation recognizes the need to further amend a portion of the standards with regard to Section *34 Windows and Window Attachments*;

NOW THEREFORE BE IT RESOLVED, September 19, 2006, that Mutual Alteration Standard Section *34 Windows and Window Attachments* is hereby amended as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended and Resolution 03-06-10, adopted February 21, 2006 is superseded and cancelled.

Director Jim Matson made a motion to remove from the table the motion to approve Revised Mutual Alteration Standard Section 29 – *Solariums*. Director Jim Keysor seconded the motion and the motion carried unanimously.

The reading of the resolution was waived.

By a vote of 8-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 03-06-42

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards, (revised April, 1996); and

WHEREAS, the Maintenance & Construction Committee of this Corporation recognizes the need to further amend a portion of the alteration standards with regard to Section 29 – *Solariums*;

NOW THEREFORE BE IT RESOLVED, September 19, 2006, that Mutual Alteration Standard Section 29 – *Solariums* is hereby amended as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended, and Resolution 03-03-10 adopted January 21, 2003 is hereby superseded and cancelled.

Director Matson made a motion to remove from the table the motion to adopt new Mutual Alteration Standard *Patio Enclosures -Section 38*. The motion was seconded and carried unanimously.

The reading of the resolution was waived.

By a vote of 8-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 03-06-43

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, this Corporation recognizes the need to establish a policy to streamline the proper installation and maintenance of Patio Enclosures;

NOW THEREFORE BE IT RESOLVED, September 19, 2006, that the Board of Directors of this Corporation hereby adopts a policy on *Patio Enclosures - Section 38*, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended.

A motion was made, seconded and carried to remove from the table the motion to adopt new Mutual Alteration Standard Balcony Enclosures - Section 39.

The reading of the resolution was waived.

By a vote of 8-0-0, the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 03-06-44

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, this Corporation recognizes the need to establish a policy to streamline the proper installation and maintenance of Balcony Enclosures;

NOW THEREFORE BE IT RESOLVED, September 19, 2006, that the Board of Directors of this Corporation hereby adopts a policy on Balcony Enclosures - Section 39, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended.

A motion was made to remove the following resolution on adopting new Mutual Alteration Standard Satellite Dishes on Two and Three Story Buildings – Section 40 from the table:

RESOLUTION 03-06-

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, this Corporation recognizes the need to establish a policy to streamline the proper installation and maintenance of Satellite Dishes on Two and Three Story Buildings;

NOW THEREFORE BE IT RESOLVED, September 19, 2006, that the Board of Directors of this Corporation hereby adopts a policy on Satellite Dishes on Two and Three Story Buildings – Section 40, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended.

The motion died due to the lack of a motion.

NEW BUSINESS

The Secretary of the Corporation, Director Gunter Vogt, read a proposed resolution on adopting the 2007 Business Plan. Director Vogt moved to approve the resolution. Director Hatch seconded the motion.

By a vote of 8-0-0 the motion carried and the Board of Directors adopted the following resolution:

THIRD LAGUNA HILLS MUTUAL 2007 BUSINESS PLAN

RESOLUTION 03-06-45

RESOLVED, September 19, 2006, that the Business Plan of this corporation for the year 2007 is hereby adopted and approved; and

RESOLVED FURTHER, that pursuant to said business plan, the Board of Directors of this corporation hereby estimates that the net sum of \$22,934,230 is required by the corporation to meet the Third Laguna Hills Mutual operating expenses and reserve contributions for the year 2007, from which will be deducted \$439,344 derived from prior years' surplus. In addition, the sum of \$14,796,525 is required by the corporation to meet the Golden Rain Foundation and the Golden Rain Foundation Trust operating expenses and reserve contributions for the year 2007. Therefore, a total of \$37,291,411 is required to be collected from and paid by members of the corporation as monthly assessments; and

RESOLVED FURTHER, that the Board of Directors of this corporation hereby approves expenditures from reserves in the sum of \$2,916,266 of which \$2,483,268 shall be expended from the Replacement Funds, \$273,053 from the Elevator Replacement Fund, \$113,182 from the Laundry Replacement Fund and \$46,763 from the Garden Villa Recreation Room Fund; and

RESOLVED FURTHER, that all sums paid into the Replacement Reserves shall be used for capital expenditures only and shall be credited on the books of account of the corporation to Paid-In Surplus as a capital contribution; and

RESOLVED FURTHER, that the Board of Directors of this corporation hereby determines and establishes monthly assessments of the corporation as shown on each member's breakdown of monthly assessments for the year 2007 and as filed in the records of the corporation; said assessments to be due and payable by the members of this corporation on the first day of each month for the year 2007; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

The Secretary of the Corporation read a proposed resolution on adopting the 2007 Replacement Reserves Plan. Director Vogt moved to approve the resolution. Director Schneider seconded the motion.

By a vote of 8-0-0 the motion carried and the Board of Directors adopted the following resolution:

**THIRD LAGUNA HILLS MUTUAL
2007 REPLACEMENT RESERVES RESOLUTION**

RESOLUTION 03-06-46

WHEREAS, planned assessments or other contributions to replacement reserves must be projected to ensure balances will be sufficient at the end of each year to meet the association's obligations for repair and/or replacement of major components during the next 30 years; and

WHEREAS, Civil Code § 1365.2.5 requires specific reserve funding disclosure statements for common interest developments;

NOW THEREFORE BE IT RESOLVED, September 19, 2006, that the Board has developed and hereby adopts the Replacement Reserves 30-Year Funding Plan (attached) with the objective of maintaining replacement reserve balances at or above a threshold of \$2,000,000 (indexed for projected inflation), while meeting its obligations to repair and/or replace major components; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

The Board of Directors reviewed a draft letter to the City of Laguna Woods from Third Mutual which is intended to stimulate and encourage communications with City Staff and City Council on public rights of way issues.

Director Hatch made a motion to approve the letter. Director Keysor seconded the motion and the motion carried unanimously.

A discussion was held relative to the ballot count to take place at Third's Special Board Meeting on September 28, 2006.

By way of consensus the Board agreed to table Agenda Items 11(e) *Approval of Display of Advertising/Publishing Materials Policy – Resolution (initial notification)* and 11(f) *Approve Rules Pertaining to Attendance and Participation By Mutual Members at Third Board Meetings* until the October Board Meeting.

CONSENT CALENDAR

By a unanimous vote the Consent Calendar was approved as amended and the following actions were taken:

Maintenance & Construction Committee Recommendations:

3044-A	Denial of request to retain unauthorized master bath window
3136-C	Approval of request to expand kitchen and dining room onto back patio, with contingencies
3204-D	Denial of request for lodging reimbursement
3374-A	Approval of request to enlarge back patio onto common area and add 5 foot block wall, with contingencies
5012	Approval of request to enclose back patio, with contingencies
5221	Approval of request to remove kitchen nook retrofit window and fill in opening, with contingencies
5294	Denial of request to extend concrete walkway from front entry along side of manor to back patio
5307	Approval of request to enclose back patio, with contingencies
5495-C	Approval of request to retain white painted front entry door
5497-B	Denial of appeal request to extend back patio slab and construct block wall surrounding extended patio
5502-C	Approval of request to enlarge back patio onto common area, with contingencies
5516-B	Approval of request to enclose back patio, with contingencies
5571-B	Approval of request to remove courtyard and walkway concrete, and install interlocking brick pavers, with contingencies
5571-B	Denial of request to extend back patio approximately 340 sqft and install a 2'-0" high patio wall

Landscape Committee Recommendations

2308-C	Denial of request for removal of ground cover
2326-P	Approval of request for off-schedule tree removal at the Mutual's expense
3075-C	Approval of request for off-schedule removal of one (1) tree only at the Mutual's expense

- | | |
|---------|---|
| 3167-A | Approval of request for relandscaping at the Mutual Member's expense |
| 3240-B | Approval of request for relandscaping at the Mutual's expense |
| 3354-A | Denial of request for off-schedule courtyard patio conversion |
| 3364-1E | Denial of request for relandscaping |
| 3429-O | Denial of request for removal of two (2) trees |
| 3477-A | Denial of request for design changes – turf conversion |
| 4019-B | Denial of request for two trees |
| 5318-Q | Approval of request for tree removal and replacement at the Mutual Member's expense |
| 5498-N | Denial of request for off-schedule courtyard patio conversion |
| 5508-C | Denial of request for tree removal |

Finance Committee Recommendation

RESOLUTION 03-06-47

WHEREAS, Member ID 931-460-56 is currently delinquent to Third Laguna Hills Mutual with regard to the monthly assessment in an amount exceeding \$1800; and

WHEREAS, a Notice of Delinquent Assessment (Lien) will be filed upon adoption of this resolution following at least a majority vote of the Board (with no delegation of such action by the Board), acting in an open meeting, and for which the Board's vote is recorded in the minutes;

NOW THEREFORE BE IT RESOLVED, September 19, 2006 that the Board of Directors hereby approves the recording of a Lien for Member ID 931-460-56; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution.

COMMITTEE REPORTS

Director Jim Matson reported from the Maintenance and Construction Committee.

The reading of the following proposed resolution on approving a new Mutual Alteration Standard Satellite Dishes on One Story Buildings – Section 5A was waived:

RESOLUTION 03-06-

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, this Corporation recognizes the need to establish a policy to streamline the proper installation and maintenance of Satellite Dishes on One Story Buildings;

NOW THEREFORE BE IT RESOLVED, November 21, 2006, that the Board of Directors of this Corporation hereby adopts a policy on Satellite Dishes on One Story Buildings – Section 5A, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended, and Resolution 03-06-26 adopted June 20, 2006 is hereby superseded and cancelled.

Director Vogt made a motion to approve the resolution. The motion was seconded. Discussion ensued and minor changes were made.

A motion was made and seconded to table to satisfy the thirty-day notice requirements. The motion carried by a vote of 7-1-0 (Director Gros opposed).

The reading of the following proposed resolution on approving revised Mutual Alteration Standard Satellite Dishes on Two Story Buildings – Section 5B was waived:

RESOLUTION 03-06-

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, this Corporation recognizes the need to establish a policy to streamline the proper installation and maintenance of Satellite Dishes on Two Story Buildings;

NOW THEREFORE BE IT RESOLVED, November 21, 2006, that the Board of Directors of this Corporation hereby adopts a policy on Satellite Dishes on Two Story Buildings – Section 5B, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended, and Resolution 03-06-26 adopted June 20, 2006 is hereby superseded and cancelled.

Director Vogt made a motion to approve the resolution. The motion was seconded and discussion ensued.

Director Vogt made a motion to table the resolution to satisfy the required statutory thirty-day notice requirements. The motion was seconded and the motion carried unanimously.

Mutual Member Rich Haskel (3240-A) addressed the Board on the resolution.

The reading of the following proposed resolution on approving revised Mutual Alteration Standard Satellite Dishes on Three Story Buildings – Section 5C was waived:

RESOLUTION 03-06-

WHEREAS, the Board of Directors of this corporation adopted Resolution M3-96-28 on May 21, 1996, which approved the Third Laguna Hills Mutual Standards; and

WHEREAS, this Corporation recognizes the need to establish a policy to streamline the proper installation and maintenance of Satellite Dishes on Three Story Buildings;

NOW THEREFORE BE IT RESOLVED, November 21, 2006, that the Board of Directors of this Corporation hereby adopts a policy on Satellite Dishes on Three Story Buildings – Section 5C, as attached to the official minutes of this meeting; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution; and

RESOLVED FURTHER, that Resolution M3-96-28, adopted May 21, 1996 is hereby amended, and Resolution 03-06-26 adopted June 20, 2006 is hereby superseded and cancelled.

Director Hatch moved to approve the resolution. Director Schneider seconded the motion and discussion ensued.

Director Hatch made a motion to table the resolution to satisfy the required statutory thirty-day notice requirements. The motion was seconded and carried unanimously.

Director Schneider made a motion to approve the appeal request by Mr. Dauterman of 3181-C for lodging reimbursement, in the amount of \$168.30, the amount equal to the cost of

staying at the Laguna Hills Lodge for the two nights his unit was fumigated. Director Matson seconded the motion. Discussion ensued.

By a vote of 5-4-0 (Directors Burrasca, Gros, Vogt and Keysor opposed, and President Moos voted in favor to break the tie), the motion carried.

Director Jim Matson reported from the Standards Sub Committee.

Director Ray Gros reported from the Plumbing Ad-Hoc Committee.

Director Hatch made a motion to dissolve the Plumbing Ad-Hoc Committee. Director Gros seconded the motion. Discussion ensued. By a vote of 8-0-0 the motion carried.

Director Gunter Vogt reported from the Landscape Committee.

Mutual Member Bob Payne (3129-P) addressed the Board regarding troublesome weeds.

Director Mark Schneider reported from the Third Long Range Planning Committee.

Director Dominic Burrasca reported from Resident Information Services.

Director Ray Gros reported from the Traffic Committee.

GRF COMMITTEE REPORTS

Director Robert Hatch reported from the GRF Finance Committee.

Director Jim Matson reported from the Maintenance & Construction Committee.

Director Mark Schneider reported from the Community Activities Committee.

Director Mark Schneider reported from the Government and Public Relations Committee.

Director Ray Gros reported from the GRF Security and Community Access Committee.

Director Jim Keysor reported from the Broadband Services Committee.

Director Dominic Burrasca reported from the Bus Services Committee.

DIRECTORS COMMENTS

- Mark Schneider commented on his term on the Board and the Community's future, and thanked the membership for their support
- Jim Keysor commended Richard Moos for unifying the boards of the Village
- Robert Hatch commended the Board and stated that he was looking forward to working with the new board
- Jim Matson expressed his sentiments regarding working with the Board and thanked President Moos for unifying the boards of the Village

- Gunter Vogt thanked the Directors for their congeniality and wished them luck
- Ray Gros stated he will miss Mark Schneider for his work on the Board and commended the Board for its hard work over the year
- George Arnold encouraged the younger members to get involved in the Community
- Dominic Burrasca indicated that it's been an educational year
- President Moos stated that it pleasure working with the Board and thanked the Board Members for their hard work over the year

The meeting recessed at 11:07 A.M. and reconvened into Executive Session at 11:19 A.M.

The Traffic Committee of the Board met in Executive Session on August 23, 2006 to discuss member disciplinary issues.

During its August 15, 2006 Regular Executive Session Board Meeting the Board reviewed and approved the Minutes of the Special Executive Meeting of July 14, 2006, the Regular Executive Session Meeting of July 18, 2006, and the Special Executive Session Meeting of August 2, 2006; approved the recordation of Notices of Default on Member ID 931-460-22 and Member ID 932-120-7; discussed contractual and litigation issues; and heard five member disciplinary hearing matters.

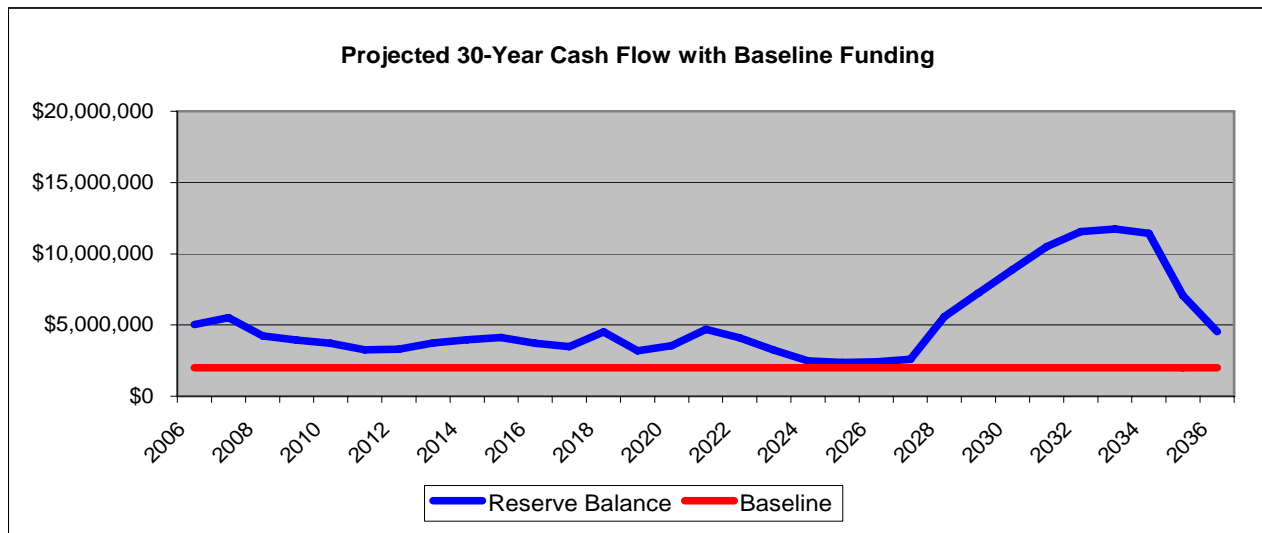
With no further business before the Board of Directors, the meeting was adjourned at 3:30 P.M.

Gunter Vogt, Secretary

**THIRD LAGUNA HILLS MUTUAL
 2007 RESERVES PLAN
 Replacement Reserve 30-Year Funding Plan**

Baseline (Threshold): \$ 2,000,000
 Indexed for inflation in future years

Year	Assessment		Interest Earnings	Planned Expenditures	Reserve Balance
	Per Manor Per Month	Total Contribution			
2006	\$ 36.00	\$ 2,636,064	\$ 125,929	\$ 1,813,596	\$ 5,034,627
2007	\$ 38.00	\$ 2,782,512	\$ 181,449	\$ 2,483,268	\$ 5,515,320
2008	\$ 43.00	\$ 3,148,632	\$ 167,533	\$ 4,605,984	\$ 4,225,501
2009	\$ 48.00	\$ 3,514,752	\$ 140,479	\$ 3,938,398	\$ 3,942,334
2010	\$ 53.00	\$ 3,880,872	\$ 131,854	\$ 4,231,020	\$ 3,724,040
2011	\$ 58.00	\$ 4,246,992	\$ 120,218	\$ 4,825,472	\$ 3,265,778
2012	\$ 63.00	\$ 4,613,112	\$ 113,085	\$ 4,682,687	\$ 3,309,288
2013	\$ 68.00	\$ 4,979,232	\$ 121,455	\$ 4,657,517	\$ 3,752,458
2014	\$ 73.00	\$ 5,345,352	\$ 132,867	\$ 5,257,887	\$ 3,972,790
2015	\$ 78.00	\$ 5,711,472	\$ 139,231	\$ 5,701,020	\$ 4,122,474
2016	\$ 83.00	\$ 6,077,592	\$ 135,087	\$ 6,603,294	\$ 3,731,859
2017	\$ 88.00	\$ 6,443,712	\$ 124,117	\$ 6,815,009	\$ 3,484,679
2018	\$ 93.00	\$ 6,809,832	\$ 137,639	\$ 5,914,083	\$ 4,518,067
2019	\$ 98.00	\$ 7,175,952	\$ 132,444	\$ 8,643,833	\$ 3,182,630
2020	\$ 98.00	\$ 7,175,952	\$ 115,537	\$ 6,939,101	\$ 3,535,018
2021	\$ 98.00	\$ 7,175,952	\$ 141,562	\$ 6,156,740	\$ 4,695,792
2022	\$ 98.00	\$ 7,175,952	\$ 151,081	\$ 7,934,346	\$ 4,088,479
2023	\$ 93.00	\$ 6,809,832	\$ 126,012	\$ 7,786,130	\$ 3,238,194
2024	\$ 88.00	\$ 6,443,712	\$ 98,201	\$ 7,308,592	\$ 2,471,515
2025	\$ 83.00	\$ 6,077,592	\$ 83,453	\$ 6,251,860	\$ 2,380,700
2026	\$ 78.00	\$ 5,711,472	\$ 82,485	\$ 5,759,463	\$ 2,415,194
2027	\$ 73.00	\$ 5,345,352	\$ 85,945	\$ 5,264,613	\$ 2,581,879
2028	\$ 68.00	\$ 4,979,232	\$ 140,251	\$ 2,128,627	\$ 5,572,735
2029	\$ 63.00	\$ 4,613,112	\$ 220,404	\$ 3,164,083	\$ 7,242,168
2030	\$ 58.00	\$ 4,246,992	\$ 277,300	\$ 2,885,629	\$ 8,880,831
2031	\$ 53.00	\$ 3,880,872	\$ 333,330	\$ 2,595,078	\$ 10,499,955
2032	\$ 48.00	\$ 3,514,752	\$ 379,316	\$ 2,839,446	\$ 11,554,577
2033	\$ 43.00	\$ 3,148,632	\$ 400,502	\$ 3,371,942	\$ 11,731,769
2034	\$ 38.00	\$ 2,782,512	\$ 398,516	\$ 3,473,681	\$ 11,439,116
2035	\$ 33.00	\$ 2,416,392	\$ 318,274	\$ 7,107,538	\$ 7,066,243
2036	\$ 28.00	\$ 2,050,272	\$ 199,545	\$ 4,780,186	\$ 4,535,875



THIRD LAGUNA HILLS MUTUAL

SECTION 4 AIR CONDITIONING UNITS/HEAT PUMPS REVISED SEPTEMBER 2005, RESOLUTION 03-05-20 REVISED FEBRUARY 2006, RESOLUTION 03-06-09 REVISED SEPTEMBER 2006, RESOLUTION 03-06-40

1.0 GENERAL REQUIREMENTS

- 1.1 **PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his contractor. Member and/or his contractor must supply the Permits and Inspections office with City permit number prior to beginning work.
- 1.2 **MEMBERS RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 **CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including but not limited to the current edition of the Uniform Building Code.
- 1.4 **WORK HOURS:** No work shall commence prior to 7:00 a.m. and no work will be permitted after 6:00 p.m. Monday through Friday. Saturday work should be held to a minimum and no work whatsoever on Sunday.
- 1.5 **PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.
- 1.6 **DUMPSITES:** The premises shall be kept free from accumulation of waste materials and/or rubbish caused by the construction work. Member and/or his contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's dumpsters, if required, must have location approved by the Permits and Inspections office.
- 1.7 **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.

2.0 APPLICATIONS

- 2.1 A Third Laguna Hills Mutual Permit is required for installation of any condensing unit. Plans and specifications must be submitted to the PCM Permits and Inspections office for approval.

- 2.2** No condensing unit may be located or project directly into any walkway, breezeway or interior court of a three-story building.
- 2.3** Only one outdoor condensing unit per manor is permitted.
- 2.4** No outdoor condensing unit will be larger than 42” high nor more than 37” wide and 36” deep.
- 2.5** Outdoor condensing unit locations for three story buildings are as follows: third floor manor units will be installed only on the flat roof, directly above the manor, second floor manor units will be installed on the ground or on the flat roof, directly above the manor; and first floor manor units will be installed only on the ground.
- 2.6** Outdoor condensing unit locations for two story buildings are as follows: Second floor manors will be installed only on the flat roof, directly above the manor, or ground; first floor manors will be installed only on the ground.
- 2.7** Ground-mounted condensing units must be mounted on a manufactured non- metallic and/or concrete pad approved by the Permits and Inspections office.
- 2.8** Roof-mounted condensing units must be mounted on a raised platform constructed per Mutual approved standard plan drawings. Structural calculations for roof-mounted units shall be submitted to the Permits and Inspections office and shall be wet stamped and signed by a California licensed structural engineer. Roofing and flashing must be in strict conformance with all applicable building codes and Third Laguna Hills Mutual approved standard drawings.
- 2.9** Outdoor condensing unit locations will require approval of all Mutual members from manors contiguous to the subject manor as indicated by submittal of a signed alteration consent form.
- 2.10** If condensing unit is roof mounted and the existing roof is under warranty, the roofing contractor responsible for the roof’s warranty must perform the roof tie-in.
- 2.11** In the absence of an approved alternate heat source, removal of the through-the-wall AC/Heat pump and wall condensing unit sleeves is prohibited.
- 2.12** Should removal of the wall condensing unit sleeve be permitted, the area from which the sleeve is removed must be appropriately patched to

match the existing surrounding exterior stucco with like texture, finish, color and integrity.

- 2.13** New construction condensing units installed through-the-wall on the ends of three-story buildings shall be 5,000/8,000 btuh/115 volts. The units must be centered in the knockout panel below the existing window opening, and placed 12 inches off the floor, as measured to the bottom of the unit. Dimensions and design must be approved by the Permits and Inspections office prior to installation.
- 2.14** New construction condensing units installed through-the-wall on one and two story buildings must conform in appearance, size and type to existing through-the-wall condensing units on the same side of the building.
- 2.15** Installation of new construction through-the-wall condensing units will be installed in existing knock-out panel areas under windows.
- 2.16** All through-the-wall condensing unit sleeves will be painted to match the exterior wall color.
- 2.17** No exterior wiring or conduits will be attached to the exterior of the building except as required for a forced air unit in which refrigerant lines, etc., will be encased in a square metal chaseway painted the same color as the wall and be as unobtrusive as possible. Switch box equipment need not be painted. No roof ducts or chases are allowed.
- 2.18** Condensate and overflow line(s) must: be located to protect existing structure; to prevent condensation from dripping onto sleeves below; approved by the Permits and Inspections office; match the color the surface onto which it is mounted.
- 2.19** Minimum unit requirements: SEER ratings of 13 on central units; 10 on thru-the-wall units; 220 volt; 5-year warranty; meet current City of Laguna Woods noise requirements.

3.0 MAINTENANCE

- 3.1** Through-the-wall condensing units shall be totally maintained by the Mutual member, with the exception of exterior painting only
- 3.2** Condensing units shall be replaced as needed.
- 3.3** Mutual member assumes all responsibility for any damage that occurs due to installation of any condensing unit.

- 3.4 Condensing unit may be tested for compliance with the City of Laguna Woods noise requirements. Member will correct all violations immediately, which may require removal or replacement of the condensing unit and all its related construction.**

THIRD LAGUNA HILLS MUTUAL
SECTION 29: Solariums
FEBRUARY, 1992
REVISED JANUARY 2003, RESOLUTION 03-03-10
REVISED SEPTEMBER 2006, RESOLUTION 03-06-42

1.0 GENERAL REQUIREMENTS

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the member and/or his contractor. Member and/or his contractor must supply the Permits and Alterations office with City permit number prior to beginning work.
- 1.2 MEMBERS RESPONSIBILITY:** The member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including but not limited to the current edition of the Uniform Building Code.
- 1.4 WORK HOURS:** No work shall commence prior to 7:00 a.m. and no work will be permitted after 6:00 p.m. Monday through Friday. Saturday work should be held to a minimum and no work whatsoever on Sunday.
- 1.5 PLANS:** The member applying for a permit shall provide to the Permits and Alterations office a detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.
- 1.6 DUMPSITES:** The premises shall be kept free from accumulation of waste materials and/or rubbish caused by the construction work. Member and/or his contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's dumpsters, if required, must have location approved by the Permits and Inspections office.
- 1.7 CONTRACTOR:** Installation must be performed by a Uniform licensed contractor of the appropriate trade.

2.0 SPECIFICATIONS/ APPLICATIONS

- 2.1** A solarium is a glass-enclosed room whose walls and ceiling permit passage of the sun's rays, is constructed on a concrete area that adjoins the manor at ground level, and does not serve as a walkway or landing.

- 2.2** Posts may be of wood or aluminum. Plant-ons are optional.
- 2.3** All posts are to be on an existing slab or inside patio walls. Posts may be placed on existing alteration wall(s) only if such wall has been constructed and approved for such application.
- 2.4** Structural framing must match the color of the existing trim as closely as possible. Color may match stucco in some cases where no wood trim exists, as determined by the Permits and Alterations office.
- 2.5** Plastic panels as produced by the manufacturer of patio covers or enclosures may be installed per International Conference of Building Officials (I.C.B.O.) approved specifications outlined by the manufacturer. No corrugated, non-structural panels will be allowed.
- 2.6** Downspouts shall be painted to match the surface to which they are attached. Downspouts shall not empty into other patio areas or hinder maintenance or drainage in any way.
- 2.7** Air conditioning units may not exhaust into the solarium enclosure.
- 2.8** In no case shall additional plumbing, heating fixtures, or air conditioning units be added as part of such enclosure.
- 2.9** All attachments, directly to existing surfaces, shall be properly sealed to prevent damage to Mutual property. Any/all such damage shall be the responsibility of the manor owner.
- 2.10** The Mutual member is solely responsible for the maintenance and repair of the solarium enclosure, and is responsible for all costs associated with any other damage to Mutual property that may result from the installation of the solarium enclosure.
- 2.11** All work and materials required to complete such enclosure shall conform to all applicable city and county codes and/or state ordinances not included herein. Plans and specifications shall be submitted to the Permits and Inspections office at the time of Application for Permit.
- 2.12** A solarium cannot be installed in an area where a Standard Plan exists for a room addition.
- 2.13** Doors may only be installed on the ends or short sides of the solarium enclosure as approved by the permits and Inspections office, and required stoops shall be installed per the Uniform Building Code.

3.0 SURFACE PREPARATION

- 3.1 Prior to any installation, existing patio surfaces shall be checked for any defects or irregularities which might affect such installation or cause any future damages to the building.
- 3.2 All attachments to the patio slab must be directly to the patio surface, not applied over any type of material applied over the patio surface.

4.0 FRAME OR TRACK

- 4.1 Frames and/or tracks are to be of wood or aluminum only. The dimensions shall be kept to a minimum to optimize the area of glass firmly in place. All wood shall be painted to match existing surfaces to which it is attached. All aluminum shall be anodized bronze unless others exist if attached to a dark painted surface; aluminum or white powder coated color if attached to a light surface. Pre-existing enclosures on the building shall set color precedence on the same elevation.

5.0 TYPE OF GLASS

- 5.1 All glass used must be clear in nature and be of tempered-type safety glass; no less than 1/8" thick. Installation of a structure with glass that is thicker than 1/8" could be considered a habitable room addition and Uniform Building Code specifications for engineering would be required for the structure, and may require Board approval, to be determined by the Permits and Inspections office.
- 5.2 Glass shall be single-pane type.
- 5.3 Frosted, bottle-type, stained, or louvered-glass type shall not be allowed.
- 5.4 Solar glass, tinted glass, smoke-type glass or film that is applied to glass at the time of manufacture shall be accepted provided it conforms to Sec. 5.5.
- 5.5 Reflective tints or films applied to glass after manufacture may be applied to glass providing it does not have a reflectivity factor of more than **15%**. Documentation of such material must be on hand and approved before such application.

THIRD LAGUNA HILLS MUTUAL

SECTION 34 WINDOWS & WINDOW ATTACHMENTS

**MAY 1996, RESOLUTION M3-96-28
SEPTEMBER 2002, RESOLUTION M3-02-47
NOVEMBER 2002, RESOLUTION M3-02-62
OCTOBER 2004, RESOLUTION 03-04-27
REVISED FEBRUARY 2006, RESOLUTION 03-06-10
REVISED SEPTEMBER 2006, RESOLUTION 03-06-41**

1.0 GENERAL REQUIREMENTS

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods Retrofit Window Certificate or City Permit will be required. All fees for both Mutual and City permits shall be paid for by the member and/or their contractor. Member and/or his contractor must supply the Permits and Inspections office with City permit/certificate number prior to beginning work.
- 1.2 MEMBERS RESPONSIBILITY:** The member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building. All costs and maintenance of the window(s), present and future, to include but not limited to water, mold, mildew, and moisture intrusion to or caused by the window or manor/building wall, is the sole responsibility of the Mutual member(s).
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including but not limited to the current edition of the Uniform Building Code.
- 1.4 WORK HOURS:** No work shall commence prior to 7:00 a.m. and no work will be permitted after 6:00 p.m. Monday through Friday. Saturday work should be held to a minimum and no work whatsoever on Sunday.
- 1.5 PLANS:** The member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.
- 1.6 DUMPSITES:** The premises shall be kept free from accumulation of waste materials and/or rubbish caused by the construction work. Member and/or his contractor are responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Dumpsters, if required, must have location approved by Permits and Inspections office.

- 1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor unless otherwise approved by the Permits and Inspections office.

2.0 APPLICATIONS

- 2.1** New construction window replacement is permitted only upon the approval of the Permits and Inspections office. Retrofit windows are permitted upon the approval of the Permits and Inspections office in accordance with the criteria established herein.
- 2.2** Windows may be framed with either aluminum or vinyl. Wood framed windows will be reviewed by the Board of Directors.
- 2.3** Aluminum framed windows must match the original window frame color on the building with either a natural or bronzed anodized finish.
- 2.4** All vinyl framed windows must be white in color. Colors other than white vinyl will be reviewed by the Board of Directors.
- 2.5** Windows and sliding doors on the same wall and cornering windows and doors within an individual manor will be replaced concurrently to ensure visual continuity upon the building and surrounding area except when sliding glass doors are obscured by glass enclosures. At any such time that the enclosure is removed, exposing the sliding glass doors, the Member must replace the sliding glass doors to conform to the Mutual Standard.
- 2.6** Any existing retrofit windows in the building will set the precedent for trim size/dimensions to be utilized for new retrofit installations.
- 2.7** The top of window heights shall be at 6'-8" unless a special height is called for on the standard plan drawing.
- 2.8** Size and location of windows shall be as per standard plan drawings.
- 2.9** All retrofit windows must be certified with the City of Laguna Woods. Any retrofit window that is not properly certified is subject to permit revocation and removal at the sole cost of the manor owner.
- 2.10** Any retrofit of bedroom windows for a La Jolla-style manor must follow the applicable standard plan in order to meet California Building Code requirements. The Board will not consider any variances for La Jolla-style bedrooms.

3.0 INSTALLATION REQUIREMENTS

- 3.1. All retrofit windows must emulate the windows that they are replacing (with the following exceptions below: 3.2.1, 3.2.2, and 3.2.3). All fixed panels must remain fixed, and all sliding panels must remain as sliding panels. No changes in design or number of panel configuration will be permitted.**
- 3.2.0 Casement windows are not permitted where the window, when open, would protrude into an area where maintenance of property, i.e., mowing, pruning, planting, would be impeded, or where the window would protrude into a walkway or area where pedestrians walk.**
 - 3.2.1 Retrofit louvered bathroom windows. Louvered bathroom windows may be retrofitted with other window options that fit the existing opening, a single fixed pane of glass, a double hung window, casement window, and glass blocks. Replacement windows must conform to Section 34 window standards. Plans and specifications must be submitted to the Permits Department for approval prior to installation.**
 - 3.2.2 Recessed vinyl retrofitted kitchen windows. Flanges on recessed vinyl retrofit kitchen windows shall be cut to fit the size of the window it is replacing. Metal frames around the window shall be painted white to match the vinyl window frame, except for casement windows in three-story buildings. Paint must be appropriate for use on metal surfaces.**
 - 3.2.3 4x8 vinyl retrofit windows in LH21s and Garden Villas. 4x8 windows in LH21s and Garden Villas shall be XOX in design (one fixed window in the center and a slider on either side.) Slider windows will be 2' x 4'; fixed center window will be 4' x 4'. All other windows in LH 21s and Garden Villas are the subject to Section 34, Window and Window Attachments.**
- 3.3 The total width of the perimeter frame and sash for retrofit vinyl windows shall not exceed further than four inches. Unless the subject window is surrounded by original wood framing, all non-casement window flanges must extend beyond any open areas between the aluminum frame and all sides in order to adequately protect against water intrusion.**
- 3.4 With the exception of recessed windows, cutting of the flanges is not permitted.**
- 3.5 The retrofit window frame should be constructed in a flat plane with no raised or sculptured parts.**

3.6 Windows must be properly insulated according to the manufacturer's installation instructions.

3.7 Retrofits of recessed windows must paint any exposed aluminum framing to match the color of the vinyl window. Garden Villa casement windows are an exception to this standard.

4.0 **TYPE OF GLASS**

4.1 All glass to be clear, single light (no grids), tempered as required on standard plan, except as outlined in Section 6.0. Thermopane-type glass is required. Replacement window will correspond with Section 2.0.

4.2 Stained or leaded-type glass per Section 6.0

4.3 Reflective tints or films applied to glass after manufacture may be applied providing it does not have a reflectivity factor of more than 15%. Documentation of such material must be on hand and approved by the Permits and Inspections office before such application.

4.4 All bathroom windows will be of obscure glass.

5.0 **ATTACHMENTS**

5.1 No window awnings permitted.

5.2 No storm windows or glass shields will be installed on the exterior of any window.

6.0 **STAINED GLASS**

6.1 Any application for stained, leaded, etc., types of glass must be submitted to the Permits and Inspections office for approval of design, color, and sizes.

6.2 All questionable designs will be reviewed by the Board of Directors.

7.0 **WROUGHT IRON GRILLES**

7.1 All wrought iron grilles will be painted in accordance with the Mutual Paint Policy and approved color palette.

7.2 All grilles shall be decorative in nature and design. They will match other wrought iron, i.e., gates and fences where present.

- 7.3** Grilles shall not be placed on sliding glass doors or any other part of the unit except windows.
- 7.4** Grilles may be placed on only the first floor of any building except on those buildings where windows face into a breezeway and do not open directly into a walkway as determined by the Permits and Inspections office.
- 7.5** Maximum overhang of grilles shall be limited to 6" in any direction beyond window dimensions. No grille shall protrude more than 6" from the window.
- 7.6** Quick emergency release pins are required for fire purposes. Release pins shall be U.L. or U.B.C. approved and a smoke detector shall be utilized within the room where the grilles are installed.

8.0 GARDEN WINDOWS

- 8.1** Garden windows may be defined as planter windows, greenhouse, protruding windows, or bay windows.
- 8.2** No garden window shall extend outward from the building beyond 24". The largest horizontal or vertical dimensions of a garden window shall not exceed 8'-0" x 6'-0".
- 8.3** Garden windows shall be permitted only in dining rooms, nooks, and kitchens. Exception: any room where a window will face into a walled patio area.
- 8.4** No garden window shall be permitted where it can conceivably obstruct normal pedestrian traffic even within a walled patio area.
- 8.5** No garden window shall be permitted above the first floor of any building except on buildings where the window faces into the breezeway area, except as in Section 8.4.
- 8.6** A window in which an existing fire-rated assembly has been included into the building to satisfy building code requirements shall not be removed and replaced by a garden window, except where a garden window is a similarly fire-rated unit.
- 8.7** Garden window frame will meet Staff approval and Section 1.3.

9.0 SLIDING GLASS DOORS

- 9.1** In order to maintain visual consistency, sliding glass doors are subject to the Standards set forth in Mutual Standards for Windows and Window Attachments, reference 2.0 Applications.

THIRD LAGUNA HILLS MUTUAL

Section 38 Patio Enclosures

ADOPTED SEPTEMBER 2006, RESOLUTION 03-06-43

1.0 GENERAL REQUIREMENTS

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the member and/or his contractor. Member and/or his contractor must supply the Permits and Inspections Office with City permit numbers prior to beginning work.
- 1.2 MEMBERS RESPONSIBILITY:** The member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including but not limited to the current edition of the Uniform Building Code.
- 1.4 WORK HOURS:** No work shall commence prior to 7:00 a.m. and no work will be permitted after 6:00 p.m. Monday through Friday. Saturday work should be held to a minimum and no work whatsoever on Sunday.
- 1.5 PLANS:** The member applying for a permit shall provide to the Permits and Inspections Office a detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.
- 1.7 DUMPSITES:** The premises shall be kept free from accumulation of waste materials and/or rubbish caused by the construction work. Member and/or his contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's dumpsters, if required, must have location approved by the Permits and Inspections office.
- 1.7 CONTRACTOR:** Installation must be performed by a Uniform licensed contractor of the appropriate trade.

2.0 SPECIFICATIONS/ APPLICATIONS

- 2.1 A patio is a concrete slab area that adjoins the manor at ground level, and does not serve as a walkway or landing.
- 2.2 A patio enclosure cannot be installed in an area where a Standard Plan exists for a room addition.
- 2.3 Doors may only be installed on the ends or short sides of patio enclosures, with the exception of 3-story buildings as approved by the Permits and Inspections office, and required stoops installed per the Uniform Building Code.
- 2.4 Patios may be partially enclosed with the exception of 3-story buildings. Patio enclosures shall encompass the entire footprint in 3-story buildings.
- 2.5 No doors are permitted in patio enclosures installed on the 1st story manors of 3-story buildings.
- 2.6 In no case shall additional plumbing heating fixtures or air conditioning units be added as part of such enclosure.
- 2.7 Air conditioners/heat pumps cannot exhaust into an enclosure.
- 2.6 Plastic panels as produced by the manufacturer of patio covers or enclosures may be installed per International Conference of Building Officials (I.C.B.O.) approved specifications outlined by the manufacturer. No corrugated, non-structural panels will be allowed.
- 2.9 Any changes to the existing structure to allow for track or framework must be approved in writing prior to issuance of a permit.
- 2.10 All work and material required to complete patio enclosures shall conform to all applicable city codes and/or state ordinances not included herein. Plans and specifications shall be submitted to Permits and Inspections at time of application for permit.

3.0 SURFACE PREPARATION

- 3.1 Prior to any installation, existing patio surfaces shall be checked for any defects or irregularities which might affect such installation or cause any future damages to the building.
- 3.2 All attachments to the patio slab must be directly to the patio surface, not applied over any type of material applied over the patio surface.

4.0 FRAME OR TRACK

- 4.1 Frames and/or tracks are to be of aluminum only. The dimensions shall be kept to a minimum to optimize the area of glass firmly in place. All aluminum shall be anodized bronze unless others exist if attached to a dark painted surface; aluminum or white powder coated color if attached to a light surface. Pre-existing enclosures on the building shall set color precedence on the same elevation.
- 4.2 All glass and screens must be readily removable by lifting out of a track without the use of tools.
- 4.3 All frames must be inside of existing handrails as indicated on approved drawing details and provide sufficient clearance for future maintenance of the handrail.
- 4.4 Slump stone kneewalls may be utilized as part of the patio enclosure if the wall is constructed to accept the application.

5.0 TYPE OF GLASS

- 5.1 All glass used must be clear in nature and be of tempered-type safety glass; no less than 1/8" thick. Installation of a structure with glass that is thicker than 1/8" could be considered a habitable room addition and Uniform Building Code specifications for engineering would be required for the structure, and may require Board approval, to be determined by the Permits and Inspections office.
- 5.2 Glass shall be single-pane type.
- 5.3 Frosted, bottle-type, stained, or louvered-glass type shall not be allowed.
- 5.4 Solar glass, tinted glass, smoke-type glass or film that is applied to glass at the time of manufacture shall be accepted provided it conforms to Sec. 5.5.
- 5.5 Reflective tints or films applied to glass after manufacture may be applied to glass providing it does not have a reflectivity factor of more than **15%**. Documentation of such material must be on hand and approved before such application.

THIRD LAGUNA HILLS MUTUAL

SECTION 39 Balcony Enclosures ADOPTED SEPTEMBER 2006, RESOLUTION 03-06-44

1.0 GENERAL REQUIREMENTS

- 1.1 **PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the member and/or his contractor. Member and/or his contractor must supply the Permits and Inspections Office with City permit numbers prior to beginning work.
- 1.2 **MEMBERS RESPONSIBILITY:** The member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 **CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including but not limited to the current edition of the Uniform Building Code.
- 1.4 **WORK HOURS:** No work shall commence prior to 7:00 a.m. and no work will be permitted after 6:00 p.m. Monday through Friday. Saturday work should be held to a minimum and no work whatsoever on Sunday.
- 1.5 **PLANS:** The member applying for a permit shall provide to the Permits and Inspections Office a detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.
- 1.8 **DUMPSITES:** The premises shall be kept free from accumulation of waste materials and/or rubbish caused by the construction work. Member and/or his contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's dumpsters, if required, must have location approved by the Permits and Inspections office.
- 1.7 **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.

2.0 SPECIFICATIONS/ APPLICATIONS

- 2.1 A balcony is a platform that projects from the wall of a manor and is surrounded by a parapet or railing.
- 2.2 Glass enclosures may encompass the entire footprint of a balcony except when such enclosure would include exhaust from an air conditioner. Air conditioners

cannot exhaust into an enclosure per the Uniform Building Code. Plans and specifications shall be submitted to the Permits and Inspections office at the time of application.

- 2.3 Balconies may be partially enclosed with the exception of 3-story buildings. Balcony enclosures shall encompass the entire footprint in 3-story buildings.
- 2.4 In no case shall additional plumbing, heating fixtures or air conditioning units be added as part of such an enclosure.
- 2.5 Plastic panels as produced by the manufacturer of patio covers or enclosures may be installed per International Conference of Building Officials (I.C.B.O.) approved specifications outlined by the manufacturer. No corrugated, non-structural panels will be allowed.
- 2.6 All changes to the existing structure to allow for glass track or framework must be approved in writing prior to issuance of a permit.
- 2.7 All work and material required to complete balcony enclosures shall conform to all applicable City codes and/or state ordinances not included herein. Plans and specifications shall be submitted to Permits and Inspections at time of application for permit.

3.0 SURFACE PREPARATION

- 3.1 Prior to any installation, existing balcony surfaces shall be checked for any defects or irregularities which might affect such installation or cause any future damages to the building.
- 3.2 All attachments to the balcony surface must be directly to the surface, and not applied over any type of material applied over the balcony surface.

4.0 FRAME OR TRACK

- 4.1 Frames and/or tracks are to be of aluminum only. The dimensions shall be kept to a minimum to optimize the area of screen glass firmly in place. All aluminum shall be anodized bronze when attached to a dark painted surface; aluminum or white powder coated color when attached to a light surface. Pre-existing enclosures on the building shall set color precedence on the same elevation.
- 4.2 All screen or glass must be readily removable by lifting out of a track without the use of tools.
- 4.3 All frames must be inside of existing handrails as indicated on approved drawing details and provide sufficient clearance for future maintenance of the handrail.

5.0 TYPE OF GLASS

- 5.1** All glass used must be clear in nature and be of tempered-type safety glass; no less than 1/8" thick. Installation of a structure with glass that is thicker than 1/8" could be considered a habitable room addition and Uniform Building Code specifications for engineering would be required for the structure, and may require Board approval, to be determined by the Permits and Inspections office.
- 5.2** Glass shall be single-pane type.
- 5.3** Frosted, bottle-type, stained, or louvered-glass type shall not be allowed.
- 5.4** Solar glass, tinted glass, smoke-type glass or film that is applied to glass at the time of manufacture shall be accepted provided it conforms to Sec. 5.5.
- 5.5** Reflective tints or films applied to glass after manufacture may be applied to glass providing it does not have a reflectivity factor of more than 15%. Documentation of such material must be on hand and approved before such application.